



# MANTSOPA

## MUNICIPALITY

(Incorporating Ladybrand, Tweespruit, Excelsior, Hobhouse & Thaba Patchoa )  
(As from 6 December 2000)

### Head office

Private Bag X11 or  
P.O. Box 64  
LADYBRAND  
9745

38 Joubert Street  
LADYBRAND  
9745

Tel: 051-9240654  
051-9240659  
051-9240655  
051-9240657

Fax: 051-9240020

E-mail:  
[mantsopamun@xsinet.co.za](mailto:mantsopamun@xsinet.co.za)

### P

P.O. Box 24  
EXCELSIOR  
9760

Tel: 051-9730015

Fax: 051-9730865

P.O. Box 5  
HOBHOUSE  
9740

Tel: 051-9640012

Hobhouse Way 177

THABA PATCHOA  
9771

Tel: 051-9640012

Fax: 051-9640054

File no.:

Contact Person: Khotso Pharoe

05 December 2014

### INVITATION FOR QUOTATIONS – DESIGNS, LAYOUT AND PRINTING OF 200 COPIES OF IDP FOR 2014/15 FINANCIAL YEAR

Quotations are hereby invited from service providers to design, layout and Printing of 200 Copies of the Integrated Development Plan for 2014/15 Financial Year of Mantsopa Local Municipality

#### Specifications :

- The IDP will consist with plus or minus 214 pages and the successful service provider must be also provide the IDP in electronic format to the municipality (in addition to the 200 copies to be printed)
- The successful service provider shall provide a final draft (before printing) for approval to the municipality in time for final printing to be completed towards the end of end of January 2015
- The IDP must be on glossy paper and be on A4 size

Yours faithfully

  
SM SELEPE  
MUNICIPAL MANAGER

All correspondence to be addressed to the Municipal Manager

## GENERAL CONDITIONS

All quotations must comply with the following conditions:

1. Item must be fully described.
2. Price for items must include VAT
3. Indication of whether price is firm or not firm.
4. Quotations must be valid for a minimum period of 30 days.
5. Delivery period must be indicated and show whether it is firm or not firm.
6. Quotation must be signed by a duly authorized person. **No faxed quotation**
7. An original tax clearance certificate must be attached. No quotation will, however be awarded to bidders who have failed to submit the original tax clearance certificate.
8. The **80/20** adjudication system will be applicable, where **80 points**, will be allocated for **price** and **20 points**, will be allocated for **B-BBEE Status Level Verification Certificate**.
9. The successful supplier will be the one who scores the highest points.
10. No quotation will be considered from persons in the service/employment of the state or government.

**NB: Bidders are encouraged to attach an original tax clearance certificates, B-BBEE Status Level Verification Certificate on the quotation.**

For Technical Specification contact Ms. Tshidi Lesoetsa at (051) 924 0654

### Notes

- **Quotations must be submitted and delivered at Tender Box (telephone number: 051 924 0654) at 38 Joubert Street, Ladybrand 9745, on or before 12 December 2014@ 16h30, the envelope must be sealed and clearly marked 'DESIGNS, LAYOUT AND PRINTING OF 200 COPIES OF IDP FOR 2014/15 FINANCIAL FOR MANTSOPA LOCAL MUNICIPALITY' quoting reference number SCM 50/14/15**

Yours faithfully

  
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SM SELEPE  
MUNICIPAL MANAGER

DATE: 05/12/2014